U.S. Department of Justice
Office of Community Oriented Policing Services

COPS Fact Sheet

Community Oriented Policing Services

www.usdoj.gov/cops/

Grant Monitoring

Federal law requires that any financial assistance from the COPS Office be monitored to ensure compliance with grant conditions and other applicable statutory regulations. The COPS Office is also interested in tracking the progress of our programs and the development of community policing. Both aspects of the grants – compliance and overall grant benefits – are part of the important monitoring process coordinated by the U.S. Department of Justice. The monitoring process may include periodic contact with the COPS Office, the Office of the Comptroller (OC), and the Office of the Inspector General (OIG).

Grant monitoring activities conducted by the COPS Office include COPS Count telephone calls, office-based compliance reviews, and site visits.

COPS Count

COPS Count is a survey conducted several times a year. COPS Count provides an accounting of the COPS Office's progress toward achieving its goal of adding 100,000 additional community policing officers to the street. During the phone survey, all COPS hiring and MORE grant recipients are asked for information regarding the status of their grants. Information requested includes the number of officers hired, dates they were hired, whether equipment has been purchased, and dates of redeployment. This survey information is summarized and compared with other information collected by the COPS Office. Grantees receive advance notification by fax or mail of the dates of COPS Count. Many grantees choose to respond to COPS Count by completing fax forms.

Office-Based Compliance Reviews

Grantees may periodically receive telephone inquiries from the COPS Office about specific issues. These calls are part of the office-based compliance review system, which is a centralized process within the COPS Office, to coordinate follow-up on reports of possible non-compliance.

COPS Site Visits

The COPS Office conducts site visits of grantees to ensure that grantees adhere to compliance standards. These visits also provide firsthand observation of the agency's community policing strategies. If problems cited during a review are not resolved, additional information is gathered and the matter is referred to the appropriate division within COPS for resolution.

Compliance Areas

Both office-based compliance reviews and site visits focus on eight specific areas, as noted below:

1. **Retention:** The COPS Office will monitor the retention requirement for one full local budget cycle after the conclusion of the grant funding period.

2. **Nonsupplanting:** COPS grants must be used to supplement, not substitute for, local or state funding, which otherwise would have been spent on law enforcement purposes. COPS officer and civilian positions must be in addition to any locally funded positions, and COPS technology must be in addition to any locally budgeted equipment or technology expenditures.

3. **Reporting:** Grantees must submit required programmatic and financial reports by the scheduled deadline(s).

4. **Allowable costs:** Grant expenditures must occur during the grant period. All expenditures must be approved, in writing and in advance, by the COPS Office.

5. **Source of matching funds:** In most cases, police agencies must contribute funds toward the grant program. Generally, these funds cannot come from

federal sources and comprise at least 25 percent of all grant expenditures, unless a waiver is obtained from the COPS Office.

6. **Redeployment:** MORE grantees must demonstrate that using grant-funded technology and civilians has allowed them to deploy officers into community policing activities.

7. **Community policing activities:** Agencies are expected to implement or enhance community policing strategies illustrating community partnerships, problem-solving, and organizational commitment.

8. **Training special condition:** Some grantees are required by the terms of a COPS grant to attend community policing training. This is known as a "special condition."

Some Common Questions on Grant Monitoring:

Q. **What does the COPS Office require from agencies?**

A. We will require information from an agency on its plan to retain COPS-funded officer positions following a grant's expiration, as well as information related to the nonsupplanting, programmatic, redeployment, community policing, and financial requirements of COPS grants.

Q. **What is the "nonsupplanting requirement"?**

A. COPS funds must be used to add to, not supplant or replace, local or state funds that would be budgeted for law enforcement purposes in the absence of the COPS grant. In other words, if an agency received a hiring grant, that agency must use those funds to hire new, additional law enforcement officers beyond the number of officers that would be hired with local or state funds in the absence of the grant. For example, if an agency received a hiring grant for five officers and the budgeted sworn force for that year was 10 officers, the budgeted sworn force would total 15 officers after the new, federally-funded officers are hired. The same rule applies for any technology, equipment, or civilians funded under the COPS MORE program.

Q. **I understand that I am required to redeploy officers to community policing as a result of my COPS MORE grant. What is meant by "redeployment"?**

A. Redeployment occurs when sworn officers, currently employed by the grantee law enforcement agency, become available to participate in community policing activities as a direct result of the purchase of technology or equipment, or the hiring of civilian support staff. See COPS Fact Sheet, "Tips for Calculating and Tracking COPS MORE Redeployment" for further information regarding the redeployment requirement.

Q. **A nearby agency has already hired its COPS-funded officers. Since then, several other officers have retired or taken other jobs and the agency has no plans to replace them. Is retention through attrition allowable?**

A. No. Although vacancies will occur, agencies must make every effort to fill them in a timely manner. If delays or obstacles in the hiring process are encountered, agencies should contact the COPS Office and we will work with them to ensure compliance.

Q. **We have heard that some agencies are not planning to retain. Isn't there a requirement to do so?**

A. Yes. COPS grants require agencies to plan to retain new officer and civilian positions, as well as equipment and technology, including the resulting redeployment of sworn officers, after federal funding has ended. For a Retention Toolkit, or for programmatic assistance from a grant advisor, please call the U.S. Department of Justice Response Center at 1-800-421-6770.

Q. **Where can an agency obtain further information or assistance related to grant compliance?**

A. • For financial compliance information, please call the OC Response Center at 1-800-458-0786.

• For a copy of Monitoring Standards and Guidelines for Hiring and Redeployment, or other COPS compliance information, visit the COPS web site at http://www.usdoj.gov/cops/ or call the U.S. Department of Justice Response Center at 1-800-421-6770.